

Processing Receipts for DNA Requirements

DNA supplies are centrally procured and will be issued at no charge. However, to ensure an audit trail, they need to be processed through MEDLOG. Use the following information to establish master records.

STOCK NUMBER: 6640DNATESTKIT
FUNCTION ID: D
PS&M: A0
PRICE: .01
EXP CODE: 1
ROUTING ID: BSO
NOMENCLATURE: DNA TEST KIT

When supplies are received, you will be required to process an RND transaction. When processing the RND, use the 3750 document block for your document number with the following information:

DET CD: A
INV CODE: 0
UNIT PRICE: .01
REFUND CD: N

When you issue, process the NRI transaction using the following information:

INV CD: 0
REFUND CD: N
DEMAND CD: R

The kits are processed as non-medical because it provides a way to free issue and account for the kits without affecting the surcharge. **NOTE:** The demand code in the NRI is R and MEDLOG will maintain issue history on the kits. Remember to keep Unique Level Code (U) and not assign a level.

If you have questions on current DNA policy or programs, please refer them to HQ AFMOA/SGOA, Lt Col Susan Northrup, DSN 297-4200 or commercial (202) 767-4200. Coordinate all requests for DNA supplies with AFMLO. (AFMLO/FOMP, DSN: 343-4164).